

Victoria German School Board

Minutes:

Saturday, April 11th, 2015, 10am to 12:30pm

Participants: Mike Birch, Anahita Ariana, Tamara Laing, Martina Rossmann, Tanya Weber Hemerling, Werner Simbeck

Absent: Christina Dorsch

Secretary: Martina Rossmann

Next Meeting: TBA 2015 **Action Items marked in RED**

Agenda Item
I. Approve Agenda Motion to approve Agenda: Motion Anahita Ariana, seconded by Mike Birch
II. Review and Approval of last meeting Minutes Review and Approval of Minutes: Motion Mike Birch, seconded by Werner Simbeck
III. Old Business i. Endowments - Can account for a huge chunk of money. Letter reviewed. ⇒ Martina to send out letter to board for review via email ii. Funding and Fundraising - 1. Funding from Austrian and Swiss governments, is it available ⇒ Martina to find out who to address letters to & Werner to draft letters in German. 3. Letters asking for donations and funding ⇒ Board to revise letters, Martina to send them to board 4. Crowd Funding – computer, iPods and Toys are on the list for the teacher ⇒ Tamara & Martina to start the process iii. Constitution review - Tabled to another meeting iv. Marketing 1. Black Press between \$150 to \$500. 5 Papers ⇒ Martina to find out price for ads on Used Victoria & Craigslist, printing business cards and brochures ⇒ Tamara to open Twitter account ⇒ Werner to make inquiries about getting on the Community Channel ⇒ Mike to see if we can get a write up in the Times Colonist v. Approval Code of Conduct and P&P 1. Approval of Code of Conduct, motion to approve Mike Birch, 2 nd by Tamara Laing ⇒ Christina to review & give feedback on Unsatisfactory Work Performance P&P to ensure it is aligned with BC Employment Standards Act
VI. Director's Report i. Adult classes 1. Tuesday classes cancelled due to lack of enrollment, due to lateness of

room bookings as well as time of year. Room bookings will always be an issue for VGS as we are at the bottom of the heap.

Early Registration to start in May ⇒ **Board to decide on Tuition for 2015/16**

2. Grade 10, 11 and 12 classes, appears that we can offer these, waiting on written documentation.

3. Edelweiss Club – the members want to connect to our community, their members are dwindling. VGS should make an effort to connect with them ⇒ **Martina to look into this**

V. Treasurer Report

Currently \$57,317.14 in the bank. We guesstimate that we will pay out around \$15,000 in wages by end of June. Early registration, a conservative guess is \$25,000. Do we raise tuition? ⇒ **Board to decide**

IV. NEW BUSINESS

Budget – Board needs to decide on allocation of moneys asap ⇒ **Martina to send out DOODLE for next 2 meetings**

ii. **Gaming Grant** – likely not receive it, due to surplus. When do we need to apply? ⇒ **Tanja to look into this**

iii. **Smile Card** – place info in Newsletter

VII. Closing Comments

Martina to send info to Anahita for the Cordoba Newsletter
Transparency for the teachers, understandable numbers so they can see what the profits & losses are as well as make them aware that when we make the budgets for the following school year, all we have are the tuition fees to go by as grant monies are always an unknown.

VIII. Meeting Adjourned

Next meeting on TBA. Motion Mike Birch, Werner Simbeck seconded
⇒ **Martina to send reminder email**

New Business for next Board Meeting

Budget

Approval of Fundraising & Donation Letters

Policy approval